

Montana Department of  
Public Health & Human Services

Section:

**Best Beginnings – Quality Initiatives**

**CHILD CARE**

Subject:

**Provider Training**

**Supersedes:** **Child Care 7.6 (01/01/2000)**

**References:** **ARM 11.14.301 (10)**  
**ARM 11.14.401 (10)**  
**ARM 11.14.609 (6) (d)**  
**USCS (658G, 658E, (c) (3) (B))**

**Basic Child Care  
Orientation**



Family and group child care family home providers are required to attend an orientation training within the first 60 days of certification. Additionally, legally unregistered providers (LUP) are required to attend a basic training on health and safety issues within 60 days of application. The orientation sessions are provided on a regular basis by the CCR&R agencies and cover the following topics:

- a) health
- b) safety
- c) record keeping
- e) staffing requirements
- f) universal precautions
- g) insurance requirements
- h) child development and guidance

**Specialized  
Training  
Child Care**

The Department of Public Health and Human Services contracts with organizations or individuals wishing to provide Specialized Training in Early Childhood Development for Early Care and Education Practitioners.

Specialized Training in Early Childhood Development, and related fields, is defined as education/training (including business training related to operation of a child care business) that:

- 1. leads to certification or degree
- 2. advances a participant along the career path; or
- 3. is innovative and not currently available in a community; or
- 4. focuses on a special population of early care and education practitioners, or special areas of interest to such practitioners.

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**For Example:**

- ☐ Special child care issues and challenges in rural areas;
- ☐ Child care business practices;
- ☐ Addressing the unique needs of providers doing odd hour or part time care;
- ☐ Early childhood curriculum/curricula;
- ☐ Building strong parent/family and community partnerships;
- ☐ Inclusive practices; and/or
- ☐ Out of school time (after-school) programs or practices.

**The Knowledge  
Base and Career  
Path**

All training funded through the Best Beginnings project must be approved through the Montana Early Care and Education Training Approval System. In addition, training must be related to the Montana Early Care and Education Knowledge Base and Early Care and Education Career Path.

**Training  
Opportunities**

Training opportunities are available and offered statewide by a variety of training providers. These training providers include but are not limited to the following:

1. CCR&R agencies
2. MSU Early Childhood Project
3. U of M Child Care Plus+
4. Montana colleges and universities
6. Montana Child Care Association
7. Montana Association for the Education of Young Children

A complete listing of the approved training may be found on the Early Care and Education Career Development office at MSU may be found at the following web site.

[www.montana.edu/~wwwecp](http://www.montana.edu/~wwwecp)

**Mentoring  
Programs**

The goals of the Mentoring programs are to:

1. Retain experienced, skilled early childhood practitioners in the community by providing financial incentives and recognition

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- of their contributions and to recognize the increase of skills in the early and education field,.
2. Provide professional development opportunities for mentors, particularly with regard to their peer communication, supervisory, leadership and adult education skills as they proceed along the Career Path.
  3. Create increased opportunities for novice care givers to benefit from and early childhood educator and mentoring provider, gain new knowledge and improve their care-giving practices.

**Core Elements of  
the Mentoring  
Program**

Mentoring programs are designed to

- ☐ Be responsive to the developmental needs of participants, and include a mentor training based on adult development.
- ☐ Be supportive in nature, rather than linked to a formal evaluation process.
- ☐ Improve connections between mentors, protégés, parents, employers, trainers and colleges.
- ☐ Include specific training opportunities, approved through the Montana Early Care and Education Training Approval system, that bring protégés and mentors together to improve professional connections.
- ☐ Be self-examining in order to improve function, and contribute to the collective early care and education community.
- ☐ Contain educational material covering the areas of the Montana Early Care and Education Knowledge Base.
- ☐ Encourage participants to be involved in the professional community.
- ☐ Designate a Mentor coordinator who is responsible for facilitating the mentor network.

**Criteria for  
Mentors**

- ☐ Mentors must have attained a Level Three or above status on the Montana Early Care and Education Career Path.
- ☐ Mentors must possess good interpersonal skills for working with adults.
- ☐ Mentors must be able to dedicate the necessary monthly hours required by these projects.

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**Community  
Involvement**

Mentor Programs for Early Childhood must be community based and guided. Programs must demonstrate coordination, collaboration and on-going program guidance provided by:

- ☐ Local provider groups or child care associations
- ☐ The local Child Care Resource and Referral Agency
- ☐ The local Child Care Licensing Agency,
- ☐ Parents, and others.